



Tony Evers, Governor
Dan Hereth, Secretary

March 23, 2023

Kim Tollefson, Director of Community Development
City of Mequon
11333 North Cedarburg Road
Mequon, WI 53092
ktollefson@ci.mequon.wi.us

VIA EMAIL

Re: City of Mequon Jurisdiction Request for Uniform Dwelling Code (UDC) and Camping Units Permitting and Inspecting

Dear Kim Tollefson,

The Department has reviewed your most recent ordinance and I am pleased to inform you that your municipality has met all the requirements under the provisions of Wisconsin Administrative Code §§ SPS 320.06(1) and SPS 327.06(1) to exercise jurisdiction over construction and inspection of new one- and two-family dwellings and camping units.

Pursuant to Wis. Stat. §§ 101.65(1) (a) and (2m), § 101.651(2m), and §101.63(1), the Department delegates your municipality the primary responsibility to perform permitting and inspecting for all installations under Wis. Admin. Code §§ SPS 320.08(1) and SPS 327.09(1) to be constructed within the limits of your municipality.

As a condition of the delegation, you are required to comply with the following:

- Provide the Department with a certified copy of all adopted ordinances and subsequent amendments within 30 days of adoption by the municipality, and
- Maintain an approved method of enforcement as identified in Wis. Admin. Code § 320.06(1)(b).
- File a copy of each Uniform Dwelling Code permit to the Department, in accordance with Wis. Stat. § 101.65(4).

If your municipality decides to relinquish jurisdiction, please follow the provisions of Wis. Admin. Code § SPS 320.06(1)(c)3 by providing the Department with a 30-day notice prior to the day upon which your municipality intends to relinquish jurisdiction.

The Department understands that Greg Golden is the primary code enforcement contact for your municipality and that they have the proper certification to do so.

Our UDC consultant for your area, Jack Wotruba, at (920) 360-0020, is available to assist in any questions or concerns your municipality may have with UDC or camping unit permitting and inspecting services.

The Division of Industry Services looks forward to working with you.

Sincerely,

A handwritten signature in cursive script that reads 'Garry D. Krause'.

Garry D. Krause, Bureau Director, Technical Services Bureau

cc: Greg Golden, City of Mequon